

Information Booklet
on
Various Activities
/ Procedures in
A.P.E.P.D.C.L.
Visakhapatnam Circle

CHAPTER - 1

INTRODUCTION

1.1 Background (RIGHT TO INFORMATION ACT & ITS OBJECTS):

Set act the practical regime of right to information for the citizens to secure access to information under the control of Public authorities, in order to promote transparency & accountability in the working of every public utility.

1.2 OBJECTIVE/PURPOSE OF THIS INFORMATION HAND BOOK.

This information hand book is aimed to make suo-motto disclosure in respect of the particulars of the organization, functions duties etc., and standardized information for easy access & understanding by the public as per the provisions of section 4(1)(b) of the Right to Information Act.

1.3 WHO ARE THE INTENDED USERS OF THE HAND BOOK

Citizens, civil society organizations, public representatives, officers & employees of public authorities including PIO's, APIO's and Appellate Officers, Central & State information commission etc

1.4 ORGANIZATION OF INFORAMTION

The information in the hand book is organized in the following Chapters

Chapter : 1	Introduction
Chapter : 2	Organization, functions and duties
Chapter : 3	Powers & Duties of Officers and employees
Chapter : 4	Procedure followed in Decision making process
Chapter : 5	Norms set for the discharge of functions
Chapter : 6	Rules, Regulations, Instructions, Manual & Records for Discharging functions
Chapter : 7	Categories of documents held by the Public authority under its control
Chapter : 8	Arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of
Chapter : 9	Boards, councils, committees and other bodies constituted as part of public authority
Chapter : 10	Directory of officers and employees
Chapter : 11	Monthly remuneration received by the officers and employees, including the system of compensation as provided in regulations.
Chapter : 12	Budget allocated to each agency including plans etc.,
Chapter : 13	Manners of execution of subsidy programmes
Chapter : 14	Particulars of recipients of concessions, permits or authorization granted by the public authority.
Chapter : 15	Information available in electronic form.
Chapter : 16	Particulars of facilities available to the citizens for obtaining information.
Chapter : 17	Names, Designations & Other particulars of Appellate authorities, PIO's & APIO's

1.5 NAME & ADDRESS OF KEY CONTACT POINTS.

B.Seshu Kumar	-	Superintending Engineer, Operation ,APEPDCL, Opp.Green Park Hotel, Vidyut Sakha Building, Visakhapantam
B.Ramchandra Prasad	-	Divisional Engineer, Technical,APEPDCL,Opp.Green Park Hotel, Vidyut Sakha Building, Visakhapantam

CHAPTER - 2
ORGANISATION, FUNCTIONS AND DUTIES
[SECTION 4(1) (B) (i)]

2.1 PARTICULARS OF THE ORGANISATION, FUNCTIONS AND DUTIES

Sl.No	Name of the organization	Address	Functions	Duties
1	EASTERN POWER DISTRIBUTION COMPANY OF A.P.LIMITED	O/o Superintending Engineer, Operation, Circle, Vidyut Sakha Building, Opp.Green Park Hotel, Ganjipeta, Visakhapatnam	1) Sale of Power 2) Collection of Revenue 3) Service to the Consumers 4) O&M of Power Supply to all the Electrical Consumers 5)	1) To maintain un-interrupted power supply to all towns and MHQs 2) To comply with the over all standards of performance parameters prescribed by the Hon'ble APERC

CHAPTER – 3

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

[SECTION 4(1) (B) (ii)]

SUPERINTENDING ENGINEER (OPERATION)

The areas to be covered are:

(a) **Administration:** The offices of the Assistant Divisional Engineers and the Section Officers will be inspected by the Superintending Engineer as and when convenient and the office of the Divisional Electrical Engineers will be inspected not less than once a year. He will inspected whether the several registers and returns are properly maintained, whether the progress reports, interruption reports and load record statements are concurrently written up and whether the Divisional Engineers and the Asst. Divisional Engineers are exercising their checks efficiently and discharging their duties satisfactorily. He will further see that the stores are properly maintained and obsolete materials are not over stored, that not more than the required spares and tools and plant are kept in

(b) Technical & Commercial: He will see that the distribution charts and plans and sketches of the transmission lines and sub-stations and other buildings are properly maintained; that the execution of operation, maintenance and construction works are properly executed as per approved design and plans: that interruptions are properly remedied and that the sub-stations and equipments are well maintained. He will further see that the supply to HT consumers is well attended to; that their maximum demands, metering arrangements are all well inspected periodically and that important technical matters are promptly attended to by the Asst. Divisional Engineers and the Divisional Engineers.

(c) Financial: From the commercial point of view, the financial aspect of the under taking is most important. The Superintending Engineer should check, wherever he consider necessary, the following points during his inspections: That the HT power consumers services are periodically inspected by the Assistant Divisional Engineers and the Divisional Engineers to ensure correct recording of meters so that loss of revenue may not occur; that the maintenance staff and expenditure are kept at the minimum that the collections (wherever attached to sections) are properly watched that the initial record of accounts, work orders are regularly maintained that the imprest accounts are correctly maintained and rendered to the Circle/Divisional Office; that no unauthorized works, though in the interest of service, are executed that the accounts returns are periodically and correctly rendered that measurement books and other initial records are properly maintained and work orders closed as expeditiously as possible. He should further check at least a few items of stores whenever convenient and ensure that the bin cards, ledgers etc., are concurrently posted and the quantitative balances agree.

(d) Sale of energy and achievements of targets in release of services, revenue billing and collection of revenues, Review of stuck-up and burnt meters and ensuring prompt replacement with special emphasis on high value services. Review and ensuring prompt and effective disconnections including dismantling of services which are continuously under disconnection for more than 3 months as per B.P. Ms.No.151, dt: 25.8.1993 and as per clause 26.10 of Terms and Conditions of supply.

Identifying area where pilferage is prevalent and taking steps to eradicate the same by arranging continuous raids and prosecuting the offenders. Ensuring review of meter readings, attending to exceptionals on top priority with special emphasis on high value services.

Drawing up a programme and implementing it for quick realization of arrears of revenue.

Ensuring hundred percent collections of current month demand raised and at least 2% of the arrears in each ERO per month.

- (e) Operation and maintenance of 33 KV, 11 KV, L.T Lines, Sub-stations, and Distribution and Power Transformers. Ensuring scheduled patrolling of lines and special patrolling consequent to tripping, pre-monsoon inspections, timely tree clearances and rectification of faults for total avoidance of breakdowns. All equipment at all sub-stations to be kept in trim condition and properly maintained as per schedules. Station batteries along with all protective features are to be ensured for providing protection to lines and equipment. Auxiliaries such as Fans, Pumps, O.L.T.C Gears, Compressors (where available) are to be in working condition always.
- (f) System improvements, Review of low voltage pockets, and peak readings reached on lines and power transformers and making proposals, for enhancements, new sub-stations, installation of capacitor banks and AVBs etc. Also proposals towards reduction in system losses are to be made keeping system configuration in view.
 - (g) Construction works such as minor and major extensions,
 - (h) Rural electrification and urban extensions.
 - (i) Constant review of failure of equipments and follow up of repairs and also to take steps towards avoidance of failures.
 - (j) Conduct District-wise, Division-wise, sub-division wise, section-wise, 11 KV feeder-wise, and Distribution Trans former-wise energy audit, arrive at line losses, and take remedial actions to plug the sources of losses and reduce them. The guidelines for calculation of line losses for 11 KV & LT system have been communicated vide Memo No. CMd/EPDCL/VSP/GM(EA)/E42/ D.No. 2665/03 dt 13.9.03 enclosed vide Annexure 14
 - (k) Procurement of decentralized materials for works.
 - (l) Budgeting and budgetary control, compilation of accounts in the circle, pre-audit. Review of circle P & L Account, Divisional Profit & Loss A/c to control cost and increase revenue for the company to meet the Target Set in.
 - (m) Implementing policies, objectives and programmes set up by the DISCOM, monitoring progress there on and reporting to DISCOM.
 - (n) See that accidents are avoided by reviewing all cases and ensuring that remedial actions are taken.
 - (o) Review of Internal Audit/Statutory Audit/CAG Audit findings in the operational and revenue areas and evolve necessary action to avoid/minimize the occurrence of such situation.
 - (p) Marketing / Market development for demand increase or new demand with proper strategy.
 - (q) Ensuring preparation of estimates for electrification of un electrified habitations and get it sanctioned by REC.
 - (r) Ensuring the release of new services with in schedule time.
 - (s) Ensuring preparation of estimates for electrification of un electrified habitations and get it sanctioned by REC.

- (t) Drawing up a programme for inspection of exceptional services generated by CAT.
- (u) Conducting Circle wise, Division wise, Sub-Division wise, Section wise P & L statements every month and take remedial action to plug the revenue losses.
- (v) Ensuring that the performance standards as envisaged in the citizen charter are implemented.
- (w) Ensuring disposal of unserviceable absolute and scrap material lying in the stores.
- (x) Ensuring the release of new services with in schedule time.
- (y) Ensuring proper inter action with consumers & public by conducting meetings with consumers (both LT & HT), people representatives, constituency meetings, sub-station wise meetings. Obtain feed back for proper planning of works.
- (z) Ensuring implementation of directives issued by APERC every year.
 - (aa) To take all steps necessary to develop performance orientation among employees to ensure that welfare policies and training activities are carried out for employee motivation and satisfaction.
 - (ab) To inspect all call centers established in his jurisdiction once in a month and initiate stringent action against defaulters.

The Superintending Engineer is responsible to keep sufficient no. of healthy DTRs in his head quarters for replacement of failed DTRs. He should arrange transport and erection of the DTRs at the cost of DISCOM only and should not allow the consumer to incur expenditure in this account. He should ensure that all failed DTRs are replaced after through inspection of connected LT lines and DTRs structures and rectify the defects before replacing sick units. All the failed DTRs are to be replaced in urban areas with in 12 hours and rural areas with in 24 hours.

The Superintending Engineer should interact and obtain feed back from the consumers on replacement of failed DTRs like whether the transformers are being replaced with in resolved time and the expenditure in replacing failed DTRs being incurred by any farmers/consumers.

DIVISIONAL ELECTRICAL ENGINEER (OPERATION)

The areas to be covered are:

a) Technical & Commercial: They will review the register of works, check measure as many major works as possible concurrently as the works are proceeded with ; satisfy that the designs and specifications are correctly followed ; that deviations wherever necessary are brought to his notice for approval by competent authority. They should at least inspect once in six months all the H.T. services in their jurisdiction and report to the Superintending Engineer any important feature detected. The commercial activity of each sub-division is a main feature for the development of load and the Divisional Engineers should ensure that this item is well realized by the Assistant Divisional Engineers and sufficient progress in investigation made by them.

b) Financial: The Assistant Divisional Engineers are primarily responsible for all financial matters, expenditure and revenue. However the Divisional Engineers should during their inspections check the initial records of all accounts, works, stores, spares, tools and plant, imprest accounts, measurement books, collections, petty cash books, etc., and take prompt action to communicate to the Superintending Engineer cases wherever negligence, or oversight would result in loss of revenue or property, unprofitable outlay, etc. They should also check the register of meters, history of services, etc. The Divisional Engineers should be primarily responsible for the spending of appropriations and see that there are no excesses or lapses.

He should check measure all important works like utilization of conductors in his area and at least 24 works in a year and maintain a register for the purpose and produce it to Audit.

He should see that the initial accounts of works are properly maintained by the Assistant Divisional Electrical Engineers / Section Officers and that the works accounts are not long kept open by the Field Officers to admit of slow creeping in of discrepancies in the accounts.

The Divisional Engineer shall review Meter Reading Registers of the following category of services and shall take immediate action to safeguard the Revenues of the DISCOM.

- | | | |
|----|---|---|
| a) | L.T. Services (which are not high value) Cat. I, II and VII | : Half Yearly |
| b) | L.T. H.V. Services and all Industrial | : Quarterly and check readings 40 per month. |
| c) | H.T. readings 1000 KVA & above | : Monthly and check readings of all services in one year. |

The Divisional Engineer shall review the following exception lists generated by the PAA/In-house computer/CAT cell, if the services are repeated more than 3 times in a year and shall take appropriate action to safeguard the DISCOM revenue.

- a) Consumption too high (over 120% of month) (H.V. Services)
- b) Consumption too low (below 80% month) (H.V. Services)
- c) Readings not furnished
- d) Door lock
- e) Disconnected services showing progressive readings (L.V. Services)
- f) Negative readings (L.V. Services)
- g) Comparison of consumption for similar units per HP
- h) Meter stuck up (L.V)
- i) Burnt (L.V)
- j) Services not exists (L.V)

The Divisional Engineer should conduct sub-division wise, section wise, 11 KV feeder wise and distribution transformer wise, energy audit, arrive at line losses and take remedial actions to plug the sources of losses and reduce them. He should also furnish division losses to Superintending Engineer/Open concerned. The guidelines for calculation of line losses for 11 KV & LT system have been communicated vide Memo No. CMD/EPDCL/ VSP/GM(EA)/ F.42/D.No.2665/03 dt 13.9.03 enclosed vide Annexure 14

The Divisional Engineer is the administrative head of the EROs. The Divisional Engineer should conduct monthly coordination meetings with ERO Staff and field officers and these meetings should be purposeful and effective and should aim at improvement of performance and increase in revenue collections of the division. The Divisional Engineer should also inspect one ERO/sub-ERO in a month to satisfy himself that the internal checks prescribed for various activities in billing, assessment of revenue, realization of revenue etc. are strictly implemented.

The Divisional Engineer should also inspect all the sub-division offices once in a year, 33/11 KV sub-stations once in six months, H.T. services upto 1 MVA as CMD once in six months and conduct intensive inspections by pooling up all the Assistant Divisional Engineers and Section Officers of the Division for not less than four days in a month. He should also conduct detailed investigation of theft of material cases involving more than Rs.5,000/- and upto Rs. 10,000/-.

The Divisional Engineer should prepare P & L statement for each section, sub division and division every month.

The Divisional Engineer should arrange review of MRBs every month by the ADEs/AAs to ensure that the consumption billed for stuck up services/meter changed services is correct and send the report in the prescribed format to AAO (ERO).

He should inspect all the call centers/customer service centers established in his jurisdiction once in fortnight and ensure that the consumer grievances are redressed within the prescribed time including release of new service connections from existing lines within 48 hours.

The Divisional Engineer is responsible to keep sufficient no. of healthy DTRs in his head quarters for replacement of failed DTRs. He should arrange transport and erection of the DTRs at the cost of DISCOM only and should not allow the consumer to incur expenditure in this account. He should ensure that all failed DTRs are replaced after thorough inspection of connected LT lines and DTRs structures and rectify the defects before replacing sick units. All the failed DTRs are to be replaced in urban areas within 12 hours and rural areas within 24 hours.

The Divisional Engineer should interact and obtain feedback from the consumers on replacement of failed DTRs like whether the transformers are being replaced within resolved time and the expenditure in replacing failed DTRs being incurred by any farmers/ consumers.

ASSISTANT DIVISIONAL ENGINEER

The areas to be covered are:

Technical & Commercial: They should inspect the various works and as many of the service connections as is possible and see that they are executed as per standard designs. They should check measure all works costing over Rs.2500 and all service connections costing over Rs. 1,000/- during inspections and make a record of all such check-measurements. As many of the important power service connections as possible should be verified to see that the wiring connection etc., are intact. All the registers pertaining to technical returns due to the Chief Engineer or Superintending Engineer should be reviewed and instructions given to the Subordinates wherever required for maintaining up-to-date records. The return of service connections connected is an important record to watch load developments and should be reviewed by the Assistant Divisional Engineer during each inspection.

Financial: The following records maintained by the field are the initial records of accounts and of great financial importance. The Assistant Divisional Engineers should see that these are properly maintained and should report all cases requiring attention and rectification to the Divisional Engineers.

- a) **Cash :** The Assistant Divisional Engineers should check the imprest and temporary advance accounts and satisfy that the expenditure was necessary and no amount has been spent unnecessarily or to the advantage of an individual.
- b) **Stores :** Forms and stationery, service stamps and stores including spares and tools and plant are as good as cash, the records are containing the numerical accounts, bin cards, stores ledger accounts should be checked in respect of a few items at least during each inspection so that the main important items may be verified completely in the course of the year and discrepancies traced and rectified without undue delay. A report should be made to the A.O. wherever losses are detected for pursuing action by the Circle Office.
- c) **Accounts :** The Assistant Divisional Engineers are responsible for appropriation, expenditure and revenue should therefore check the initial records of works accounts maintained by the Section Office and should see that the estimates and appropriations are not exceeded or allowed to lapse ; that materials drawn for one work are not utilized on another for which no appropriation is made, that the execution of works are not delayed or protracted resulting in the postponement of revenue earning stage ; that the labour employed is no excessive, etc.

They will completely inspect the offices of the Section Officer in their area once in a year and ensure that the office registers and accounts are well maintained. They will ensure that the work of the subordinates is correct and the technical and filed work upto date. They will go through the arrears list of the Section Offices as to

- (a) Correspondence with consumers ;
- (b) Correspondence on technical matters ;
- (c) Correspondence on accounts and pending references of superior officers (and the Circle Office) and see that they are dealt with expeditiously and issue necessary instructions as to disposals.

It will be the duty of the Assistant Divisional Engineer to regulate expenditure with economy and he should in no case exceed his budget allotments or the estimate amounts without the orders of the Superintending Engineer which should be obtained through his Divisional Engineer.

If any excess is seen to be unavoidable during the progress of a work he should submit details to the Divisional Engineer promptly who will make his recommendations to the Superintending Engineer for extra funds. Savings foreseen should also be dealt with in a similar manner. Copies of usual communications should be sent simultaneously to the Circle Office.

He should inform all fatal accidents departmental and non-departmental immediately after occurrence of accidents by means of telegram/telephone/fax to the concerned authorities. The same procedure to be followed in case of fatal accidents to animals also. He should submit preliminary reports on all accidents departmental fatal/non-fatal, non- departmental fatal/non-fatal to the concerned authorities within 24 hours. He should also submit detailed report to C.E.I.G. Chief Engineer/Operation concerned Electrical Inspector, Superintending Engineer and Divisional Engineer/Elecy within 72 hours (3 days) in all accidents cases. In departmental non-fatal cases, non-departmental fatal/non-fatal cases, he should submit within 15 days investigation reports to Chief Engineer/Operation with copies to Superintending Engineer and Divisional Engineer.

An Assistant Divisional Engineer will normally deal with all technical and commercial matters in regard to all consumers and sub transmission lines, but should obtain the orders of Divisional Engineer in important matters.

He will check and see that the instructions from the Circle Office are complied with promptly. He should ensure prompt action being taken on consumers' arrears and disconnection notices issued by the Assistant Accounts Officer/E.R.O. Any abnormal conditions (including arrears) will be reported to the Divisional Engineer who will report to the Superintending Engineer, if necessary.

The Assistant Divisional Engineer is the statutory authority to conduct statutory inspection of 33 KV & 11 KV lines under Indian Electricity Rule 63 and no line should be charged without conducting inspection. The statutory inspection report should be conducted in the prescribed proforma vide Annexure-2.

The Assistant Divisional Engineer is responsible for the general condition of the tools, plant and stores in his area and for the proper maintenance and due submission of the respective accounts by his subordinates. He shall report on all excesses or surpluses and take action on all unserviceable items and for this purpose review the condition of tools, plant and stores not less than once in a year.

The Assistant Divisional Engineer shall review meter reading registers of the following category of services and shall take immediate action to safeguard DISCOM's revenue.

- a) L.T Services (which are not high value) : Quarterly (and 100
Cat I, II and VII check readings per
month.)
- b) L.T High Value services : Monthly and check
(Cat. I, II & VII) and all industrials readings 40 per month
- c) All HT services below 1000 KVA : Monthly readings

The Assistant Divisional Engineer should review the following exceptional lists generated by the PAA/in-house computer, CAT cell and arrange inspection, if the service is repeated more than two times in a year, and shall take appropriate action to inspect by himself to safeguard the DISCOM revenue.

- a. Consumption too high (over 120% of normal)
- b. Consumption too low (below 80% of normal)
- c. Reading not furnished
- d. Door lock
- e. Disconnected services showing progressive readings
- f. Negative readings
- g. Comparison of consumption for similar units per HP
- h. Meter stuck up
- i. Meter burnt
- j. Not existing
- k. Meter Changes
- l. Under disconnection for more than 3 months to be dismantled.

The Assistant Divisional Engineer should conduct Section wise, 11 KV feeder wise and distribution transformer wise, energy audit, arrive at line losses and take remedial actions to plug the sources of losses and reduce them. He should also furnish sub-division losses to the Divisional Engineer/Operation concerned and to submit the action plan to reduce the losses to 15% on all rural feeders first phase and less than 7.5% in respect of urban feeders.

- a) The Assistant Divisional Engineer should inspect all 33/11 KV sub-stations in his jurisdiction once in a quarter.
- b) All high value services of 35 HP and above should be inspected once in a quarter and a quarterly return shall be sent regularly before 5th of the month succeeding the quarter, to Chief Engineer/Operation by the Superintending Engineer/ Operation.
- c) The Assistant Divisional Engineer should inspect the Section Offices once in a year.
- d) The Assistant Divisional Engineer should review 'A' form register i.e. Pending Service Connection Application Register once in a month.
- e) The Assistant Divisional Engineer should ensure that sealing of AB switches of all HT services and terminal covers of all meters.
- f) He should attend all Court cases on behalf of Superintending Engineer/Operation/ DISCOM.
- h) He should conduct detailed investigation in respect of theft of material cases less than Rs.5,000/-.
- i) He should conduct Vidyut Sadassulu on every Monday once in a month in each Mandal and he is responsible for redressal of Consumer Grievances as per the citizen charter
- j) He should review the representations received in Janma bhoomi programme and disposed of with in 30 days.
- k) He should review the interruptions to Industrial consumers/dedicated feeders and take remedial measures to bring down the interruption to permissible limits.

The Asst. Divisional Engineer is responsible to keep sufficient no., of healthy DTRs in his head quarters for replacement of failed DTRs. He should arrange transport and erection of the DTRs at the cost of DISCOM only and should not allow the consumer to incur expenditure in this account. He should ensure that all failed DTRs are replaced after through inspection of connected LT lines and DTRs structures and rectify the defects before replacing sick units. All the failed DTRs are to be replaced in urban areas with in 12 hours and rural areas with in 24 hours.

The Asst, Divisional Engineer is responsible to maintain ECC and CSCs established in this sub-division head quarters as per the guide lines issued by the Corporate office vide Memo No. CMD/APEPDCL /VSP/CGM(O&M)/D.No. 415 dated 14-03-03.

The Asst. Divisional Engineer should interact and obtain feed back from the consumers on replacement of failed DTRs like whether the transformers are being replaced with in resolved time and the expenditure in replacing failed DTRs being incurred by any farmers/consumers being incurred by any farmers / consumers.

ASSISTANT ENGINEER/ADDITIONAL ASSISTANT ENGINEER
(SECTION OFFICER)

The Section Officer who may be an Assistant Engineer or Additional Assistant Engineer has to assist superior officer who is normally an Assistant Divisional Engineer in carrying out DISCOM works. The section Officer will normally deal with all technical matters in regards to consumers, Sub-Transmission lines and connected equipment.

The Section Officer is primarily responsible for :-

- a) Prompt disposal of pending service connection applications.
- b) Taking meter readings before 10th of the month and send the meter readings registers to ERO by 11th of the month after due review, prompt replies to the exceptional lists communicated by P.A.A./In-house computer/CAT cell ensuring that the meter readings in full shape are made available to P.A.A./in-house computer by 20th at least.
- c) Taking check readings 1 % per month in case of L.T services (which are not high value) Cat. I, II and HI.
- d) Taking monthly readings for all L.T high value services and all industrial services in his jurisdiction.
- e) Prompt action in disconnecting the services included in the defaulter list and in returning the Disconnection list with in the prescribed date.
- f) Prompt action in arranging to serve the Current Consumption charges bills to the consumers well before 1st of every month in respect of services covered in other than spot billing system.
- g) Ensuring that accidents are avoided by providing safety appliances to all O&M staff in his jurisdiction and in case of accidents, he should report the matter immediately to the Assistant Divisional Engineer.
- h) Conduct 11 KV feeder wise and distribution transformer wise, energy audit, arrive at line losses and take remedial measures to reduce them.
- i) Prompt action in submitting the collections made through Demand Drafts towards Service Connection charges, Consumption Deposits etc. to the Division Office/ERO.
- j) Maintaining initial accounts of the work orders received.
- k) Closing the work orders promptly.
- l) Maintaining the account for the consumables drawn from Assistant Divil., Engineer.
- m) Maintenance of all general records in office.
- n) To carry out maintenance of equipment and lines.
- o) Ensuring that guarding between power line and P&T lines are in existence and the following ground clearances are to be maintained for the Over Head lines as per Rule 77 of Indian Electricity Rules 1956.

Ground clearances:

Location of the Line	Low & Medium Voltage	High Voltage
Across the Street	5.8 meters	6.1 meters
Along the Street	5.5 meters	5.8 meters.

Lines erected elsewhere other than the above two cases:

- I For low, medium & high voltage ... 4.6 meters
lines upto and including 11,000
volts, if bare
- II For low, medium & high voltage ... 4.0 meters
lines upto and including 11,000
volts, if insulated
- III For high voltage lines above 11,000 ... 5.2 meters volts.

IV For extra high voltage lines Shall not be less than 5.2 meters plus 0.3 meter for every 33,000 volts or part thereof by which the voltage of the line exceeds 33,000 V. Provided the minimum clearance along or across the street shall not be less than 6.1 meters.

p) Conduct pre-monsoon inspection for both H.T and L.T lines during the month of April & May and rectify the defects noticed at the time of pre-monsoon inspection before commencement of monsoon. The items to be inspected during inspection are indicated in Annexure '5'.

q) Contacting periodically the consumers in various locations to find out the continuity of supply, voltage conditions and allied problems connected with supply.

r) Review of interruptions of all L.T and H.T lines, blowing of transformer section/H.G fuses and take remedial measures to avoid re-occurrence particularly to Industrial consumers/Dedicated feeders.

s) Ensuring that stay sets are provided with guy insulators.

t) The Section Officer should promptly attend the Breakdowns of lines and equipment and the breakdown reports on lines. The maintenance register of distribution transformers, power transformers, and sub-station equipment must be reviewed as per the periodical schedule. The failure of equipment must be reported to Assistant Divisional Engineer immediately so that the Assistant Divisional Engineer may submit the reports within 24 hours to the higher authorities.

The Section Officer should review the following exceptional lists generated by PAA/ in house computer/CAT cell and should take prompt action to inspect the same to safeguard the DISCOM revenue.

a). **Readings:**

- i. Consumption too high (over 120% or normal)
- ii. Consumption too low (below 80% or normal)
- iii. Readings not furnished
- iv. Door lock
- v. Disconnection service showing progressive readings
- Vi. Negative readings
- vii. Comparison of consumption for similar units per H.P.

b). **Meter Defects:**

- i. Stuck up
- ii. Burnt
- iii. Services not existing
- iv. Meter change

3. The section officer is personally responsible to ensure quality in operation, maintenance and construction works in his jurisdiction. The new service connections shall be released as per the standards vide annexure 10A & 10B. He is statutory authority to conduct inspections of LT lines

4. The Section Officer should prepare the handing over report.

CHAPTER – 4

PROCEDURE FOLLOWED IN DECISION – MAKING PROCESS

[SECTION 4(1) (B) iii

Procedure followed in decision-making by the public authority.

Activity	Description	Decision making process	Designation final decision making authority
Goal-setting & Planning	1) Releasing of services 2) Reduction of Transformers failures 3) Reduction of line losses 4) 100% Revenue Collections 5) Raising of Revenue Demand 6) Implementation of APERC Directives	Corporate Office -> Circle Office	
Budgeting	Allocation of budget upto Division level	Corporate Office -> Circle Office -> Division Office	
Formulation of programmes, schemes and projects	Formulation of programmes, schemes and projects	Division Office -> Circle Office -> Corporate Office	
Recruitment/hiring of personnel	Recruitment / hiring of O&M cadre and LDC cadre	Circle Office	
Release of funds	1) Wages and salaries 2) Operation & Maintenance expenses 3) Payment of work bills * Funds will be released from Corporate Office	Corporate Office	
Implementation/delivery of service/Utilization of funds	Implementation/delivery of service/Utilization of funds	Circle Office -> Division Office	
Monitoring & evaluation	To monitor for efficient effective integrated and economical functioning of the organization	Circle Office -> Division Office -> Sub-division Office -> Section Office	
Gathering feedback from public	Conducting District level Constituency level & Village level meetings & through regular meetings as per the guidelines. ,	Circle Office -> Division Office -> Sub-division Office -> Section Office	
Under taking improvements	Works to be taken up under System Improvements, Transmission & Distribution works & Operation and Maintenance works and other improvement works covered under various scheme	Corporate Office -> Circle Office -> Division Office	

CHAPTER – 5
NORMS SET FOR THE DISCHARGE OF FUNCTIONS
[SECTION 4(1) (B) (IV)]

Sl. No.	Functions / Service	Norms / Standards of performance set	Time frame	Reference document prescribing the norms (Citizen's charter, service charter etc.
01.	Normal fuse of	Cities and Towns	Within 4 working hours	As per APERC Regulation No. 7 of 2004 Licensees standards of performance issued by APERC Published in A.P.Gazette Tuesday, June, 22nd 2004.
		Rural areas	Within 12 working hours	
02.	Overhead line	Cities and Towns	Within 6 working hours	
			Within 24 working hours	
03.	Underground cable breakdowns	Cities and Towns	Within 12 working hours	
		Rural areas	Within 48 working hours	
04.	Distribution Transformer failures	Cities and Towns	Within 24 working hours	
		Rural areas	Within 48 working hours	
05.	Period of Scheduled outage	Maximum duration in single stretch	Not exceed 12 hours	
		Restoration of supply	By not later than 06:00 PM	
06.	Voltage fluctuations	No expansion / enhancement of network involved	Within 10 days	
		Up-gradation of Distribution System Required	Within 120 days	
		Erection of Sub-station	Within the time period as approved by the commission	
07.	Meter Complaints	Inspection and replacement of slow, fast / creeping, stuckupmeters	Inspection within 7 days and Town and Cities and within 15 days in rural areas an replacement within 15 days there after	
		Replace Burnt meters if attributable to licensee	Within 7 days	
		Replace Burnt meters if attributable to Consumer	Within 7 days of receiving payment from consumer	
08.	Application of new connection / additional load connection feasible from existing network	Release of supply	Within 30 days of receipt of application (along with prescribed charges)	

09.	Network expansion / enhancement require to release supply	Release of supply – low tension	Within 30 days of receipt of prescribed charges	<p style="text-align: center;">As per APERC Regulation No. 7 of 2004 Licensees standards of performance issued by APERC Published in A.P.Gazette Tuesday, June, 22nd 2004.</p>
		Release of supply – high tension 11 KV	Within 60 days of receipt of prescribed charges	
		Release of supply – high tension 33 KV	Within 90 days of receipt of prescribed charges	
		Release of supply – extra high tension	Within 180 days of receipt of prescribed charges	
		Erection of Sub-station required for release of supply	Within the time period as approved by the commission	
10.	Transfer of ownership and conversion services	Title transfer of ownership	Within 7 days along with necessary documents and prescribed fee. If any	
		Change of Category	Within 7 days along with necessary documents and prescribed fee. If any	
		Conversion from LT 1-ph and LT 3-ph and vice-versa	Within 30 days payment of charges by the consumer	
		Conversion from LT HT and vice-versa	Within 60 days payment of charges by the consumer	
11.	Resolutions of Complaints on consumers bill	If no additional information is required	Within 24 working hours of receipt of complaint	
		If additional information is required	Within 7 working days hours of receipt of complaint	
12.	Reconnection of supply following disconnection due to nonpayment of bills	Cities and Towns	Within 4 working hours on production of proof of payment by consumer	
		Rural areas	Within 12 working hours on production of proof of payment by consumer	

CHAPTER – 6

RULES, REGULATIONS INSTRUCTIONS, MANUAL AND RECORDS FOR DISCHARGING FUNCTIONS [SECTION 4(1) (B) (V) & (VI)]

Sl.No.	Description	Gist of contents	Price of the publication if priced
1	The Indian Electricity Act 1910	An Act to amend the law relating to the supply and use of electrical energy	Rs. 100/-
2	The Indian Electricity Act 1956	An Act to regulate the production and sale of energy	Rs. 80/-
3	The Indian Supply Electricity Act 1948	An Act to provide for Rationalization for the production and supply of electricity and generally for taking measures conducive to electrical development	Rs.70/-
4	The Workmens Compensation Act Rules their under	An Act to provide for the payment by certain classes of employers to their workmen of compensation for injury by accident	Rs.60/-
5	The Factories Act, 1948	An Act to amend the Factories Act	Rs. 50/-
6	The Indian Electricity Act 2003	An Act to amend the law relating to the supply and use of electrical energy	Rs.100/-
7	The APED Manual	The rules and regulations to be follow in the electricity department	Rs.190/-

CHAPTER – 7

CATEGORIES OF DOCUMENTS HELD BY THE PUBLIC AUTHORITY UNDER ITS CONTROL

[SECTION 4(1) (B) V (i)]

Sl.No.	Category of document	Title of the document	Designation and address of the custodian (held by / under the control of whom)
01.	LT agreements	Release of Agricultural and Industrial and Domestic Services	AAO / ERO / East, West, Gajuwaka, Anakapalli, Narsipatnam
02.	HT agreements	Release of HT Services	SAO / CO / VSP
03.	Contract Agreements	Work Contract an maintenance contract works	AE/Tech/CO/VSP, AE/Tech/Division Offices (Zone-I, Zone-II, Anakapalli, Paderu) Visakhapatnam
04.	Documents Assets	Registration of Property Documents	AEE/Civil/CO/VSP, DEEs/O/VSP. (Zone-I, Zone-II, Anakapalli, Paderu)

CHAPTER – 8

ARRANGEMENT FOR CONSULTATION WITH, OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF POLICY OR IMPLEMENTATION THEREOF

[SECTION 4(1) (B) VIII)]

Sl.No.	Function / Service	Arrangement for consultation with or representation of public in relations with policy formulation	Arrangements for consultation with or representation of public in relations with policy implementation
01.	Not applicable		

The Policies are made by the Andhra Pradesh Electricity Regulatory Commission.

CHAPTER – 9

BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSTITUTED AS PART OF PUBLIC AUTHORITY [SECTION 4(1) (B) V (iii)]

Name of Board, council, Committee etc.,	Composition	Powers & Functions	Whether its meetings open to Public / Minutes of its meetings accessible for public
District Level Committee	<p>Chairman : District Collector & District Magistrate Convener : Superintending Engineer / Operation Members : MPs, MLAs, Chief Executive Officer, Zillaparshed, Additior, Superintendent of Police, All Divisional Engineers / (Operation in the district), District Panchayat Officer, Executive Engineer / R&B Department, Commissioner, Municipal Corporation / Municipalities in the District, General Manager, District Industries Center, Joint Collector, Agriculture Department, Representative from Domestic Consumer Organization, Representative from Agriculture Consumer Organization, Representative from Industrial Consumer Organization. Periodicity : Once in a quarter</p>	<p>a) To Co-ordinate and review the extension of electrification in each district. b) To Review the quality of power supply and consumer satisfaction. c) To Promote energy efficiency and its conservation. d) To Review the replacement of DTRs. e) To Review new Agricultural services. f) To Review schedule of Agl., power supply.</p>	NO
Constituency wise advisory committee	<p>Chairman : MLA, Convener : ADE Members : MPPs of the Constituency M.P.D.Os, MROs, ZPTCs, Two nominees of Government Periodicity : Once in a quarter</p>	<p>a) Review of power supply. b) Review of replacement of Distribution Transformers c) Review of new Agl., services d) Schedule of Agricultural Power supply. e) Implementation of DSM measures as per modified power policy</p>	NO
Village Level Committee	<p>Chairman : Village Sarpanch Convener : Lineman Members : One domestic consumer and one agriculture consumer from each Distribution Transformer Periodicity : Once in a month</p>	<p>a) Review of power supply b) Review of replacement of DTRs in the village. c) Review of Agl., services in the village.</p>	NO

CHAPTER – 10
DIRECTORY OF OFFICERS AND EMPLOYEES

[Section 4 (1) (b) (ix)]

9.1 Information on officers and employees working in different units or offices at different levels and their contact

address in the following format (including officers in charge of grievances redressal
Vigilance, audit etc.,)

ADDRESS & PHONE NUMBERS

Sl. No.	Name of Office/ Administrative Unit	Name, Designation & Address of Officer/ Employee		STD	OFFICE	CELL								
1	2	3	4	5	6	7								
1	Superintending Engineer,	D.V.Ramana Murthy	Superintending Engineer, Operation Circle:APEPDCL Ganjipeta, Visakhapatnam – 530 002.	0891	2562258	9440812487								
	Divisional Engineer/Technical		E.Surya Prakasa Rao				Divisional Engineer Technical, Circle Office,A.P.E.P.D.C.L, Ganjipeta, Visakhapatnam	0891	2562258	9440812492				
2	Divisional Engineer, Operation,						A.V.V.Surya Pratap				Divisional Engineer, Operation, Zone.I: APEPDCLtd., Ganjipeta, Visakhapatnam – 530 002.	0891	2566367	9440812488
3	Asst.Divil.Engineer/ Distribution										M.Lakshmana Rao			
4	Asst.Engineer/ Operation	Ch.Koteswara Rao	Assistant Engineer, D1, APEPDCL, Sea Horse Jn., Town Kotha Road, VSP - 1	0891	2563272	9440812514								
5	Asst.Engineer/ Operation		T.Chellaiah				Assistant Engineer, D2, APEPDCL Near Saraswathi Jn, VSP.	0891	2562547	9440812515				
6	Asst.Engineer/ Operation	P.Kasi Babu		Assistant Engineer, D3, APEPDCL, Opp.Green Park Hotel Ganjipeta, VSP – 2	0891	2565398	9440812516							
7	Asst.Engineer/ Operation		B.Suresh	Assistant Engineer, Operation, Kurupam Market, APEPDCL, Kotha Road, VSP – 1				0891	2563627	9440812558				

8	Asst.Divil.Engineer/ Operation	B.Suresh Kumar	Assistant Divisional Engineer, Operation, APEPDCL, Waltair , VSP	0891	2755060	9440812499
9	Asst.Engineer/ Operation	T.V.Prasada Rao	Assistant Engineer, D6, APEPDCL M.V.P.Colony, VSP	0891	2531585	9440812519
10	Asst.Engineer/ Operation	Ch.V.Ramana Rao	Assistant Engineer, D4, APEPDCL, Opp.Polamamba Temple Waltair , VSP	0891	2755132	9440812517
11	Asst.Engineer/ Operation	V.A.Vidya Sagar	Assistant Engineer, D5, APEPDCL Nowroji Road, VSP	0891	2568039	9440812518
12	Asst.Engineer/ Operation	A.Appala Raju	Asst.Engineer,Operation, Opp.Polamamba Temple, Siripuram, APEPDCL., VSP	0891	2714734	9440812559
13	Asst.Divil.Engineer/Oper ation	K.Raja Sekhar	Asst.Divil.Engineer, C&O., Dondaparthi, APEPDCL., Railway Quarters, VSP	0891	2549350	9440812500
14	Asst.Engineer/ Operation	N.Suman	Asst.Engineer,Operation, Dondaparthi, APEPDCL., Opp: RTC Complex,VSP	0891	2549011	9440812523
15	Asst.Engineer/ Operation	Y.Suresh Kumar	Asst.Engineer,Operation, Akkayyapalem, APEPDCL., Backside of G.J.Hospital, VSP.	0891	2796310	9440812524
16	Asst.Engineer/ Operation	G.Rama Rao	Asst.Engineer,Operation, Thathichetlapalem, APEPDCL., Railway Quarters, VSP	0891	2799312	9440812560
17	Asst.Divil.Engineer/Oper ation	G.Yagneswara Rao	Asst.Divil.Engineer, Operation, Seethammadhara, APEPDCL., Nakkavanipalem, VSP	0891	2550335	9440812498
18	Asst.Engineer/ Operation	Abdul Rahoof	Asst.Engineer,Operation, Aseelmetta, APEPDCL., Nakkavanipalem, VSP Visalakshinagar, APEPDCL., VSP	0891	2553865	9440812522
19	Asst.Engineer/ Operation	S.Srinivasa Rao	Asst.Engineer,Operation, Maddilapalem, APEPDCL., VSP	0891	2752886	9440812521

20	Asst.Engineer/ Operation	G.Samuel Raju	Asst. Engineer, Operation, H.B.Colony, APEPDCL., VSP	0891		9440817646
21	Divisional Engineer	G.RAJ KUMAR	Divisional Engineer, Operation, Zone-III, Ganjipeta, Visakhapatnam	0891		9490606924
22	Asst.Divil.Engineer/Oper ation	V.A.N.Srinivasa Rao	Asst.Divil.Engineer, Operation, Madhurawada:APEPDCLt d., Car Shed Junction, VSP.	0891	2739457	9440812501
23	Asst.Engineer/ Operation	M.Simhachalam Naidu	Asst.Engineer, Operation, Sagarnagar, APEPDCL.,			9440817647
24	Asst.Engineer/ Operation	B.Peddi Naidu	Asst.Engineer, Operation, Madhurawada, APEPDCL., Madhurawada Jn., VSP - 41	0891	2739220	9440812525
25	Asst.Engineer/ Operation	B.Krishna	Asst.Engineer, Operation, Visalakshinagar, APEPDCL., VSP	0891	2553015	9440812520
26	Asst.Engineer/ Operation	A.V.V.S.E.Prasad	Asst.Engineer, Operation P.M.Palem APEPDCL., VSP	0891		
27	Asst.Divil.Engineer/Oper ation	B.K.Naidu	Asst.Divil.Engineer, Operation, Bheemili, APEPDCL.,	958933	228122	9490610695
28	Asst.Engineer/ Operation	S.Raja Sekhar	Asst.Engineer, Operation, Chittivalasa, APEPDCL., Bheemili (M), VSP	958933	226566	9440812526
29	Asst.Engineer/ Operation	P.Srinivasu	Asst.Engineer, Operation, Padmanabham, APEPDCL. Padmanabham (M) , VSP	958933	223377	9440812527
30	Asst.Engineer/ Operation	J.Ramu	Asst.Engineer, Operation, Bheemili, APEPDCL Bheemili (M), VSP	958933	229656	9440812561
31	Asst.Engineer/ Operation	A.Anantha Rao	Asst.Divil.Engineer, Operation, Gopalapatnam, APEPDCL., R.R.V.Puram Post, Gopalapatnam, VSP - 29	0891	2520483	9440812503
32	Asst.Engineer/ Operation	V.Ranaga Rao	Asst.Engineer, Operation, Gopalapatnam Town, APEPDCL R.R.V.Puram Post,	0891	2520846	9440812531

			Gopalapatnam, VSP - 29			
33	Asst.Engineer/ Operation	V.Apparao	Asst.Engineer, Operation, Gopalapatnam Rural, APEPDCL R.R.V.Puram Post, Gopalapatnam, VSP - 29	0891	2520846	9440812532
34	Asst.Engineer/ Operation	Y.V.R.K.Prasad	Asst.Divil.Engineer, Operation,Pendurthi, APEPDCL.,VSP-73	0891	2543224	9490612809
35	Asst.Engineer/ Operation	L.V.Ramana	Asst.Engineer, Operation,Pendurthi APEPDCL, Backside Police Station Pendurthi, VSP – 73	0891	2764279	9440812533
36	Asst.Engineer/ Operation	G.Bhaskara Rao	Asst.Engineer, Operation, Vepagunta, APEPDCL, VSP	0891	2526349	9440812563
37	Asst.Engineer/ Operation	D.Srinivas	Asst.Engineer, Operation, Anandapuram(M), APEPDCL., Anandapuram Post, VSP	95893 3	222087	9440812528

38	Divisional Engineer, Operation,	T.V.Surya Prakash	Divisional Engineer, Operation, Zone.II, APEPDCL., Rammurthy Panthulupeta, Kancharapalem VSP - 8	0891	2559475	9440812489
39	Asst.Divil.Engineer/Oper ation	M.Srinivasa Rao	Asst.Divil.Engineer, Operation, APEPDCL,Rammurthy Panthulupeta Kancharapalem VSP - 8	0891	2557225	9440812502
40	Asst.Engineer/ Operation	K.Suresh	Asst.Engineer, Operation, Kancharapalem, APEPDCL, Rammurthy Panthulupeta, VSP - 8	0891	2558250	9440812529
41	Asst.Engineer/ Operation	R.V.Rama Krishna	Asst.Engineer, Operation, NSTL., APEPDCL., Backside R&B Office, Madhavadhara, VSP	0891	2558191	9440812530
42	Asst.Engineer/ Operation	G.Jogi Naidu	Asst.Engineer, Operation, Marripalem, APEPDCL., Opp: Coco Cola Company, Industrial Estate, VSP	0891	2521554	9440812562
43	Asst.Engineer/ Operation	K.Satya Prasad	Asst.Engineer, Operation Muralinagar, APEPDCL., Opp: Coco Cola Company, Industrial Estate, VSP			
44	Asst.Divil.,Engineer/ Operation	G.Syam Babu	Asst.Divil.Engineer, Operation, Gajuwaka, APEPDCL., BHPV S.S., VSP – 12	0891	2517486	9440812505
43	Asst.Engineer/ Operation	S.Appanna Babu	Asst.Engineer, Operation, Gajuwaka Distribution, APEPDCL., Near 220 KV S.S, Autonagar, VSP	0891	2517670	9440812536
45	Asst.Engineer/ Operation	Y.Varada Rajulu	Asst.Engineer, Operation, Autonagar Distribution,APEPDCL., Near 220 KV S.S, Autonagar, VSP	0891	2517196	9440812537
46	Asst.Engineer/ Operation	D.V.Ramana Murthy	Asst.Engineer, Operation, Vadlapudi ,APEPDCL., VSP	0891	2587436	9440812565

47	Asst.Engineer/ Operation	G.S.Satyanarayan a	Asst.Engineer, Operation, Mindi, APEPDCL., BHPV S.S.,VSP.12	0891	2517486	9440812564
48	Asst.Engineer/ Operation	N.V.Ramana	Asst.Divil.Engineer, Operation, Chinagantyada, APEPDCL., VSP			
49	Asst.Divil.,Engineer/ Operation	Peer Ahmed Khan	Asst.Divil.Engineer, Operation, Malkapuram, APEPDCL., VSP.11	0891	2577526	9440812504
50	Addl.Asst.Engineer/ Operation	K.Srinivasa Rao	Addl.Asst.Engineer/Operat ion, Malkapuram, APEPDCL., Beside HPCL Main Gate, Malkapuram, VSP - 11	0891	2577453	9440812534
51	Asst.Engineer/ Operation	S.Lakshmana Rao	Asst.Engineer, Operation, Sriharipuram, APEPDCL., Near Gajuwaka RTC Depot., Kotha Nakkavanipalem, VSP 11.	0891	2577526	9440812566
52	Asst.Engineer/ Operation	K.Rama Krishna	Asst.Engineer, Operation, Pedagantyada (Town), BC Road, Pedagantyada, VSP	0891	2516642	9440812535
53	Asst.Engineer/ Operation	B.Mallu Naidu	Asst.Engineer, Operation, Pedagantyada (Rural), BC Road, Pedagantyada, VSP	0891	2516642	9440812568
54	Divisional Engineer, Operation,	S.Janardhana Rao	Divisional Engineer, Operation, Anakapalli, APEPDCL., Gavarapalem, Nidanamdhodi, Anakapalli.531002, VSP DT.	958924	222162	9440812490
55	Asst.Divil.Engineer, Operation	P.Srinivasa Rao	Asst. Divil. Engineer, Operation, Anakapalli, APEPDCL., Gavarapalem, Nidanamdhodi, Anakapalli.531002, VSP DT.	958924	222164	9440812506

56	Asst.Engineer, Operation	R.B.V.Trinadh	Asst.Engineer, D1, APEPDCL.,	958924	222158	9440812538
			Market Yard, Anakapalli.531001, VSP District.			
57	Asst.Engineer, Operation	A.V.Anil Kumar	Asst. Engineer, D2, Anakapalli, APEPDCL.,	958924	222159	9440812539
			Gavarapalem, Nidanamdhodi, Anakapalli.531002, VSP DT.			
58	Asst. Divisional Engineer, Operation	L.Gangadhar	Asst. Divil. Engineer, Operation			9491049791
			Atchutapuram			
59	Asst.Engineer, Operation	K.Sanni Rambabu	Asst.Engineer, Operation, Atchuthapuram, APEPDCL.,	958924	253646	9440812544
			VSP District.			
60	Asst.Engineer, Operation	G.Soma Raju	Asst.Engineer, Operation, Rambilli, APEPDCLtd.,	958931	234322	9440812574
			Rambilli Mandal, VSP District			
61	Asst.Divisional Engineer, Operation	B.Simhachalam Naidu	Asst.Divisional Engineer, Operation,	958931	231053	9440812508
			Yelamanchili, APEPDCLtd.,			
			Yelamanchili Mandal, VSP District			
62	Asst.Engineer, Operation	K.Venkata Rao	Asst.Engineer, Operation, Yelamanchili, APEPDCLtd.,	958931	231066	9440812543
			Yelamanchili Mandal, VSP District			
63	Asst.Engineer, Operation	G.Sudhakara Rao	Asst.Engineer, Operation, Koruprolu, APEPDCLtd.,	958931	227502	9440812545
			Via Yelamanchii, VSP District			
64	Asst.Engineer, Operation	Ch.S.J.Prakash Narayana	Asst.Engineer, Operation, Payakaraopeta, APEPDCLtd.,	958854	256049	9440812546
			Payakaraopeta Mandal, VSP District			
65	Asst.Engineer, Operation	A.Rama Lingeswara Rao	Asst.Engineer, Operation, Nakkapalli, APEPDCLtd.,	958931	227216	9440812570
			Via Yelamanchili, VSP District			

66	Divisional Engineer	K.Nageswararao	Divisional Engineer, Operation Narsipatnam, APEPDCL, Visakhapatnam Dist			9491049790
67	Asst.Divil.Engineer, Operation	P.Chelli Babu	Asst.Divil.Engineer, Operation, Chodavaram, APEPDCL., Kothuru Jn., VSP District.	958934	245869	9440812507
68	Asst.Engineer, Operation	G.Sudhakar	Asst.Engineer, Operation, Chodavaram, APEPDCL., Kothuru Jn., VSP District.	958934	245066	9440812540
69	Asst.Engineer, Operation	Ch.Nagaraju	Asst.Engineer, Operation, Devarapalli, APEPDCL.,VSP Dt.,	958934	248290	9440812571
70	Asst.Engineer, Operation	M.Chandra Sekhar Rao	Asst.Engineer, Operation, K.Kotapadu APEPDCL.,VSP Dt.,	958934	241032	9440812542
71	Asst. Divisional Engineer, Operation	G.Satyanarayan a	Asst. Divisional Engineer, Operation, Waddadi, APEPDCL, VSP Dt.	958934	222666	9491049792
72	Asst. Engineer, Operation	K.Surya Prakasarao,	Asst. Engineer, Operation Waddai, APEPDCL, Via Chodavaram, VSP Dt	958934	242666	9440812541
73	Asst. Engineer, Operation	Ch.Kanaka Raju	Asst. Engineer, Operation Madugula, APEPDCL, VSP Dt	958934	224201	944081272
74	Asst. Engineer, Operation	S.Sunil Kumar	Asst. Engineer, Operation Cheedikada, APEPDCL, Via Chodavaram, VSP Dt	958934	248600	944081273
75	Asst. Engineer, Operation	U.Sakarayya	Asst. Engineer, Operation Ravikamatham, APEPDCL Ravikamatham Mandal, VSP Dt	958932	229670	944081249
76	Asst.Divil.Engineer, Operation	P.Venkateswara Rao	Asst.Divil.Engineer, Operation, Narsipatnam Town, APEPDCLtd., Narsipatnam Mandal, VSP Dist.	958932	226030	9440812509
77	Asst.Engineer, Operation	P.Ravi Kumar	Asst.Engineer, Operation, Narsipatnam Town, APEPDCLtd., Narsipatnam Mandal, VSP Dist.	958932	226015	9440812547
78	Asst.Engineer, Operation		Asst.Engineer, Operation, Narsipatnam Rural, APEPDCLtd.,Narsipatnam			9440817648

79	Asst.Engineer, Operation	L.Nageswara Rao	Asst.Engineer, Operation, Makvarapalem, APEPDCLtd., Via Narsipatnam, VSP District.			9440817649
80	Asst. Divl. Engineer, Operation	N.Krishna Murthy	Asst. Divisional Engineer, Operation, Narsipatnam Rural Sub- Division, APEPDCLtd., VSP Dt.	958932		9440812513
81	Asst.Engineer, Operation	G.V.V.K.R.S.Kishore	Asst.Engineer, Operation, Kotauratla, APEPDCLtd., Kotauratla Mandal, VSP Dist.	958932	287243	9440812548
82	Asst.Engineer, Operation	A.Suresh Kumar	Asst.Engineer, Operation, Nathavaram, APEPDCLtd., Nathavaram Mandal, VSP District.	958932	287712	9440812569
83	Asst.Engineer, Operation	B.V.V.S.G.Krishna	Asst.Engineer, Operation, Golugonda, APEPDCLtd., Via Narsipatnam, VSP District.	958932	232454	9440812550
84	Asst.Engineer, Operation		Asst.Engineer, Operation, Koyyuru, APEPDCLtd., Via Narsipatnam, VSP District.	958937	238437	-
85	Divil.Engineer, Construction & Operation	P.Nageswara Rao	Divisional Engineer, C&O Paderu, APEPDCL Paderu, VSP District	958935	250210	9440812491
86	Asst.Divil.Engineer, Construction & Operation	Ch.V..Satyanaraya na	Asst. Divisional Engineer, C&O Paderu, APEPDCL Paderu, VSP District	958935	240267	9440812511
87	Asst.Engineer, Construction & Operation	Y.Mohana Rao	Asst. Engineer, C&O Paderu, APEPDCL Paderu, VSP District	958935	240213	9440816362
88	Asst.Engineer, Construction & Operation	M.V.Satyanarayana	Asst. Engineer, C&O Pedabayalu, APEPDCL Pedabayalu Mandal, VSP District	958935	247731	-
89	Asst. Divisional Engineer, Operation	V.Tirupathi Rao	Asst. Divisional Engineer, Construction & Operation, Chintapalli, APEPDCL, Chintapalli (M), VSP Dt			
90	Asst. Engineer, Operation	Ramachandra Reddy	Asst. Engineer, Construction & Operation G.Madugula, APEPDCL,			

			G.Madugula (M), VSP- Dt			
91	Asst.Engineer, Construction & Operation	Ch.Satish	Asst. Engineer, C&O, Chinthapalli, APEPDCL Chinthapalli Mandal, VSP District	958937	238260	9440812554
92	Asst.Divil.Engineer, Construction & Operation	A.Rama Krishna	Asst.Divil.Engineer, Operation, Araku, APEPDCL., Araku Mandal, VSP District.	958936	249640	9440812510
93	Asst.Engineer, Construction & Operation	K.S.P.Kumar	Asst.Engineer, C&O, Araku, APEPDCL., Araku Mandal, VSP District.	958936	249638	9440814223
94	Asst. Engineer, Construction & Operation	S.Vivekananda Kumar	Asst.Engineer, C&O Ananthagiri, APEPDCL., Ananthagiri Mandal, VSP District.	958936	231926	9440816364
95	Chairperson, Consumer Grievances Cell	V.Krishna	Chairperson, Consumer Grievences Cell, IIIrd Floor, New building, Corporate Office, P&T Colony, Seethammadhara Visakhapatnam - 530 013.	0891	2564704	9440814199
96	Chief Vigilance Officer / A.P.E.P.D.C.L./ Visakhapatnam	K.Butchirama Reddy	Chief Vigilance Officer, IIInd Floor, O/o Superintending Engineer, Operation Circle :APEPDCLtd., Ganjipeta, Visakhapatnam - 530 002.	0891	2705477	9848308191
97	Circle Insepctor, A.P.T.S. Visakhapatnam	D.Rajeswara Rao	Circle Inspector, A.P.T.S. IIInd Floor, O/o Superintending Engineer, Operation Circle: APEPDCLtd., Ganjipeta, Visakhapatnam - 530 002.	0891	2701114	
98	Manager, Call Center, Siripuram	Sunil Prabhat	Asst.Divil.Engineer, Callcentre, New Vuda Building,A.P.E.P.D.C.L Siripuram, Visakhapatnam	0891	155333	9440812822
99	Manager, Call Center, Gajuwaka	P.Rohini Santoshi Kumari	Asst.Divil.Engineer, Callcentre, Near BHPV Gajuwaka, Visakhapatnam	0891	2519909	9440812823

CHAPTER – 11

MONTHLY REMUNERATION RECEIVED BY OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN REGULATIONS

[SECTION 4(1) (B) (X)]

Sl.No.	Desgn	Monthly Remuneration including its composition	System of compensation to determine remuneration as given in regulation
		Rs.	
1	AA.E	27886	22160 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
2	A.E/AAO/P.O.	28907	23115 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
3	ADE/A.O	33332	27255 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
4	DE/SAO	36907	30600 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
5	S.E./D.S	39644	33160 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
5	Sub-Eng	14849	11545 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
6	JAO	24879	19450 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
7	UDC/UDSteno/JPO/SLI/ F.M.Gr-II/S.K.Gr-II	16118	12545 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
8	LDC/Typist/Lineman	13548	10520 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
9	R.A./R.O.	11531	8930 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA
10	Attender/W.M./SWG	10883	8420 Basic+6.888% DA + 20% HRA (Limited to 4000/-) + 200 CCA

CHAPTER - 12

12.1 Budget Allocated to Each Agency including plans etc., (Section 4 (1) (b) xi)

ABSTRACT OF DIVISION WISE BUDGET ESTIMATE OF OPERATION CIRCLE, VISAKHAPATNAM FOR THE FY 10-11

(Amounts in Rs.Crores)

S.NO	Description of the Scheme	Division wise amounts allocated for FY 09-10 (Rs in Crores)						Total for Circle (Rs in Crores)
		Zone-1	Zone-2	Zone-III	Anakapalle	Narsipatnam	Paderu	
	Release of Services	4.00	3.50	3.00	3.00	4.00	0.50	18.00
1	Normal Works	4.00	3.50	3.00	3.00	4.00	0.50	18.00
2	R-APDRP Schemes Part B	0.10	0.10	0.01	1.01	0.01	-	1.23
3	Distribution Strengthening Works					3.31		3.31
	SI Schemes	7.17	5.97	3.90	2.36	4.10	0.70	24.20
4	SI Conductors (New)	1.80	1.20	0.80	0.40	0.60	0.20	5.00
5	SI Lines (New)	1.80	1.20	0.80	0.10	0.60	0.20	5.00
6	SI VCBs (New)	0.50	0.50	0.50	0.20	0.30	0.00	2.00
7	SI Meters (New)	2.00	2.00	1.00	0.90	2.00	0.10	8.00
8	SI DTRs (New)	1.00	1.00	0.80	0.40	0.60	0.20	4.00
9	New SS & Aug of PTRs JBIC Ph-1	-	-	-	-	-	-	-
10	New SS & Aug of PTRs JBIC Ph-2	0.07	0.07	-	0.06	-	-	0.20
	HVDS Schemes	0.40	-	-	0.25	0.35	-	1.00
11	HVDS (Ph-3) for 3 Circles	0.40	-	-	0.25	0.35	-	1.00
	RGVY Schemes	0.70	0.40	0.40	2.05	4.95	2.50	11.00
12	RGVY Rural	0.40	0.10	0.10	2.00	4.90	2.50	10.00
13	RGVY Urban	0.30	0.30	0.30	0.05	0.05	-	1.00
14	Other Schemes	8.97	4.43	4.86	4.88	8.88	0.90	32.92
	T&D	8.52	3.98	4.51	2.98	5.73	0.70	26.42
a	T&D Substations	4.42	0.08	1.51	1.03	2.88	-	11.42
b	T&D Civil	1.10	1.00	1.00	0.60	1.10	0.20	5.00
c	T&D Other Works	3.00	2.00	2.00	0.75	1.75	0.50	10.00
15	Pump Set Energisation	0.20	0.20	0.20	1.50	2.70	0.20	5.00
16	Providing of metering to unmetred AGL Services	0.05	0.05	0.05	0.10	0.25	0.00	0.50
17	SCADA for Visakhapatnam Dist	0.20	0.20	0.10	0.30	0.20	0.00	1.00

12.2 BUDGET ALLOCATED IN EACH AGENCY INCLUDING PLANS ETC.,

[SECTION 4(1) (b) xi]

Agency	Programme / Scheme	Name, Designation and Address of Office / Employee	Telephone & Fax Office Tel : Residence Tel : Fax :	Email
Private Contractors under the supervision of construction wing of Circle Office / Visakhapatnam	High Voltage Distribution System, System Improvements Lines, Rajiv Gandhi Grameena Vidyuteekarna Youjana, SCADA, JBIC	Sri M.B.Suresh Kumar, DE/Const. Office of SE/O/VSP	9440812495 (Cell) 2853635 (O) 2718091 (F)	de_const_vsp@apeasternpower.com
All DEs/Operation	Transmission and Distribution, System Improvements Lines, Distribution Budget (Release of new services)	Sri A.V.V.Surya Pratap, DE/O/Z-I/VSP	9440812488 2566367 (O) 2718091 (F)	deoz1vsp@apeasternpower.com
		Sri T.V.Surya Prakash, DE/O/Z-II/VSP	9440812489 2559475 (O&F)	deoz2vsp@apeasternpower.com
		Sri G.Rajkumar DE/O/Z-III/VSP	9490606924	Deoz3vsp@apeasternpower.com
		Sri S.Janardhana Rao, DE/O/AKP	9440812490 958924222162 (O&F)	deoakp@apeasternpower.com
		Sri K.Nageswara Rao Rao, DE/O/NRPM	9491049790	deonrpm@apeasternpower.com
		Sri P.Nageswara Rao DE/O/PDR	9440812491 958935250210 (O&F)	deopaderu@apeasternpower.com

CHAPTER – 13

MANNER OF EXECUTION OF SUBSIDY PROGRAMMES

[SECTION 4(1) (b) xii)]

Name of the Programme / Activity	Nature / scale of subsidy	Eligibility criteria for grant of subsidy	Designation of officer to grant subsidy
Not Applicable			

* No subsidy is provided by this public authority

Name of Programme / Activity	Application Procedure	Sanction Procedure	Disbursement procedure
Not Applicable			

CHAPTER – 14

PARTICULAR OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATION GRANTED BY THE PUBLIC AUTHORITY

[SECTION 4(1) (b) xiii]

Name of Programme / Scheme :				
Sl.No.	Name and address of recipient institutions	Nature / quantum of benefit of granted	Date of grant	Name and designation of grant authority
Not Applicable				

Sl.No.	Name and address of recipient institutions	Nature / quantum of benefit of granted	Date of grant	Name and designation of grant authority
Not Applicable				

INDIVIDUAL BENEFICIARIES

Name of Programme / Scheme :				
Sl.No.	Name and address of recipient Beneficiaries	Nature / quantum of benefit of granted	Date of grant	Name and designation of grant authority
Not Applicable				

Sl.No.	Name and address of recipient institutions	Nature / quantum of benefit of granted	Date of grant	Name and designation of grant authority
Not Applicable				

CHAPTER – 15

INFORMATION AVAILABLE IN ELECTRONIC FROM

[SECTION 4(1) (b) x (iv)]

Electronic Format	Description (site address / location where available etc.,	Contents or title	Designation and address of the Custodian of information (held by whom ?)
CD & Website : www.apeasternpower.com	Office of Superintending Engineer, Operation Circle, Visakhapatnam.	Rajivgandhi Grameena Vidyuteekarna Yujana	ADE / Comml. / CO/ VSP Office of Superintending Engineer, Operation Circle, Visakhapatnam.

CHAPTER – 16

PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION

[SECTION 4(1) (b) (xv)]

Facility	Description (Location of facility / Name etc.)	Details of information made available
Notice Board	Section Offices, Division Offices and Circle Office	Regarding release of service, payment particulars, contact numbers and regarding customer care center and citizen charter .
Pamphlets brochures and advertisements	Distributed an advertised to the consumers at Section Offices, Call Centers and Sub-division Offices and Division Offices	Regarding Customer care centers, Call Centers an all other services done in APEPDCL
Website	Available in Internet www.apeasternpower.com	All the information regarding the company is available
Electricity Call Centers	Call Center at Siripuram, Gajuwaka & Anakapalli	1912 facility fuse of call complaints information
Customer Service Centers	At various Sub-division offices	Regarding the applications for new services category change and name transfer
Consumer grievance cell	Circle Office / Visakhapatnam	Redressal of the various grievances faced by the consumers

CHAPTER - 17
NAMES, DESIGNATION AND OTHER PARTICULARS OF Asst.PUBLIC INFORMATION OFFICERS

[SECTION 4(1) (b) xvi]

ASST. PUBLIC INFORMATION OFFICER

Sl. No.	Name of Office/ Administrative unit	Name and Designation of APIO	Office Tel : Residence Tel : Fax :	E- Mail
1	2	3	4	
1	SE/O/VSP/CIRCLE OFFICE	D.Suseela, Asst. Engineer/T2/VSP	2562258 (O), 2718091 (F) 9490610015(Cell)	-
2	Zone-I Division	V.Radha Kumari, JAO/ADM	2566367(O), 2718091 (F),	-
3	Zone-II Division	S.A.Valli JAO/ADM	2559475(O), 2794472(F)	-
4	Zone-III Division	B.Sivarama Krishna JAO/ADM		-
5	Anakapalli Division	N.Krishna Murthy Rao, JAO/ADM	958924-222162(O & F) ,	-
6	Narsipatnam Division	Durgarao/JAO/ADM		-
7	Paderu Division	JAO/ADM	958935- 250210(O&F),	-
8	Distribution Sub- Division	S.K.Baseerun, Sub-Engineer	2567643(O),	-
9	Waltair Sub-Division	K.Jyothi, Sub-Engineer	2755060(O)	-
10	Dondaparthy Sub- Division	M.Vijetha Sub-Engineer	2549350(O),	-
11	Seetammadara Sub- Division	A.N.Durga Kishore, Sub-Engineer	2550335(O)	-
12	Madhurawada Sub- Division	S.Vijay Kumar, Sub-Engineer	2739457(O)	-
13	Bheemili Sub- Division	N.Suresh Babu, Sub-Engineer		-
14	Kancharapalem Sub- Division	Ch.V.S.Aparna, Sub-Engineer	2557225 (O)	-
15	Gopalapatnam Sub- Division	K.Rajendra Prasad, Sub-Engineer	2520483(O)	-
16	Pendurthy Sub- Division	Ch.V.Vamsi Kiran, Sub-Engineer		-
17	Gajuwaka Sub- Division	B.Amrutha Bai, Sub-Engineer	2517486(O)	-
18	Malkapuram Sub- Division	G.Suma, Sub-Engineer	2577526 (O)	-
19	Anakapalli Sub- Division	Prasad Aparna, Sub-Engineer	958924 - 222164(O)	-

20	Atchutapuram Sub-Division	Sub-Engineer		-
21	Chodavaram Sub-Division	S.Bala Krishna, Sub-Engineer	958934 - 245869(O),	-
22	Waddadi Sub-Division	Sub-Engineer		-
23	Yelamanchili Sub-Division	G.Venkata Rao, Sub-Engineer	958931 - 231053(O)	-
24	Narsipatnam Town Sub-Division	S.V.S.S.S.Prasad, Sub-Engineer	958932-226030 (O)	-
25	Narsipatnam Rural Sub-Division	Sub-Engineer		-
26	Paderu Sub-Division	Mandi Sarada Sub-Engineer	958935-240267 (O),	-
27	Araku Sub-Division	Sub-Engineer	958936 - 249640(O)	-
28	D1/VSP	P.Rajesh, Sub-Engineer	2563272,	-
29	D2/VSP	P.Trinadh, Sub-Engineer	2562547	-
30	D3/VSP	Ch.Jyothi, Sub-Engineer	2565398,	-
31	Kurupam Market	L.Appala Naidu, Sub-Engineer	2563627	-
32	MVP	V.S.S.Reddy, Sub-Engineer	2531585	-
33	D4/VSP	P.Vijaya Prabha, Sub-Engineer	2755132	-
34	D5/VSP	M.V.Guru Prasad, Sub-Engineer	2568039	-
35	Siripuram	K.Satyanarayana, Sub-Engineer	2714734	-
36	Dondaparthi	B.Manoj Kumar, Sub-Engineer	2549011	-
37	Akkayyapalem	P.Suseela Reddy, Sub-Engineer	2796310	-
38	Thatichetlapalem	K.Pavan, Sub-Engineer	2799312	-
39	Aseelmetta	P.Satyanarayana, Sub-Engineer	2553865	-
40	Visalakshinagar	P.Ch.Madhava Rao, Sub-Engineer	2553015	-
41	Maddilapalem	N.Harini, Sub-Engineer	2752886	-
42	H.B.Colony	Y.Kusuma, Sub-Engineer	2727144	-
43	Madhurawada	B.Gurunadh Rao, Sub-Engineer	2739220	-
44	Sagarnagar	S.Bhanu Chandar Sub-Engineer	2799106	-
45	Anandapuram	Syed Maqbul Ahmed, Sub-Engineer	958933- 222087	-

46	Chittivalasa	N.Venkata Rao Sub-Engineer	958933 - 226566	-
47	Padmanabam	S.Bhaskara Rao Sub-Engineer	958933-223377	-
48	Bheemili	D.J.Ramesh Sub-Engineer	958933 - 229656	-
49	Kancharapalem	A.S.S.Santhoshi Devi Sub-Engineer	2558250	-
50	NSTL	D.Harika Rajasri, Sub-Engineer	2558191	-
51	Marripalem	J.Padmaja Sub-Engineer	2521554	-
52	Gopalapatnam Town	S.Chandra Mouli Sub-Engineer	2520846	-
53	Gopalapatnam Rural	G.Hara Gopinadh, Sub-Engineer	2520846	-
54	Pendurthi	P.Nirmala Reddy, Sub-Engineer	2764279	-
55	Vepagunta	D.Chandra Sekhara Rao, Sub-Engineer	2526349	-
56	Gajuwaka	M.Paradesi, Sub-Engineer	2517670	-
57	Autonagar	O.Lokeswara Rao, Sub-Engineer	2517196	-
58	Vadlapudi	S.Naaga Raju Sub-Engineer	2587436	-
59	Mindi	K.Srinivas, Sub-Engineer	2517486	-
60	Malkapuram	N.Durga Prasad, Sub-Engineer	2577453	-
51	Sriharipuram	Chakka Ramana, Sub-Engineer	2577526	-
62	Pedagantyada Town	N.V.N.Prasad, Sub-Engineer	2516642	-
63	Pedagantyada Rural	P.Srinvas, Sub-Engineer	2516642	-
64	D1/Anakapalli	B.Nageswara Rao Sub-Engineer	958924-222158	-
65	D2/Anakapalli	R.Nalini Priya, Sub-Engineer	958924 - 222159	-
66	Atchutapuram	D.J.Prasad Rao, Sub-Engineer	958924 - 253646	-
67	Chodavaram	G.Y.Ravi Kumar, Sub-Engineer	958934 - 245066	-
68	Waddadi	P.Kalyani, Sub-Engineer	958934 - 242666	-
69	Madugula	G.Srinivasa Rao, Sub-Engineer	958934 - 224201	-
70	K.Kotapadu	Y.Nageswara Rao, Sub-Engineer	958934 - 241032	-

71	Cheedikada	P.Rama Rao Sub-Engineer	958934 - 248600	-
72	Devarapalli	R.Sanyasi Naidu, Sub-Engineer	958934 - 248290	-
73	Yelamanchili	P.Alekhy, Sub-Engineer	958931 - 231066	-
74	Rambilli	G.Sankaram, Sub-Engineer	958931 - 234322	-
75	Koruprolu	S.Satti babu, Sub-Engineer	958931 - 227502	-
76	Payakaraopeta	B.V.Ravi Kumar, Sub- Engineer	958854-256049	-
77	Nakkapalli	J.K.Thomas Nehru Sub-Engineer	958931 - 227216	-
78	Narsipatnam Town	G.Siva Prasad Sub-Engineer	958932-226015	-
79	Narsipatnam Rural	P.Raj Kumar Sub-Engineer		-
80	Kotauratla	Sub-Engineer	958932 - 287243	-
81	Nathavaram	K.Divakara Rao Sub-Engineer	958932 - 287712	-
82	Ravikamatham	Sub-Engineer	958932 - 229670	-
83	Golugonda	M.Venkateswara Rao, Sub-Engineer	958932 - 232454	-
84	Koyyuru	S.Satyanarayana, Sub-Engineer	958937 - 238437	-
85	Makvarapalem	K.Eswara Rao, Sub-Engineer	958932-222512	-
86	Paderu	E.Krishna, Sub-Engineer	958935 - 250213	-
87	G.Madugula	Sub-Engineer	958935-257339	-
88	Pedabayalu	G.Rambabu, Sub-Engineer	958935 - 257724	-
89	Chintapalli	Ch.Rajeswar Rao, Sub-Engineer	958937 - 238240	-
90	Araku	Sub-Engineer	958936 - 249638	-
91	Anantagiri	Sub-Engineer	958936 - 231926	-
92	ERO East	JAO/ERO/East	2565688 (O)	aaero_east_vsp
93	ERO West	JAO/ERO/West	2557229	aaero_west_vsp
94	ERO Gajuwaka	JAO/ERO/Gajuwaka	2516749 (O)	aaero_gajuwaka
95	ERO Anakapalli	JAO/ERO/Anakapalli	958924 - 222157	aaero_ankapalli
96	ERO Narsipatnam	JAO/ERO/Narsipatnam	958932 - 226319	aaero_narsipatnam

CHAPTER - 17

NAMES, DESIGNATION AND OTHER PARTICULARS OF PAY OFFICERS

[SECTION 4(1) (b) xvi]

PAY OFFICERS

Sl. No.	Name of the Office	Name Designation & Address
1	2	3
1	Circle Office	Accounts Officer/Expenditure/ Circle Office/Visakhapatnam
2	Zone-I Division (Including Sub-Divisions, Sections, EROs)	Divisional Engineer/ Operation/Zone-I/ Visakhapatnam, Opp.Green Park Hotel, Visakhapatnam
3	Zone-II Division (Including Sub-Divisions, Sections, EROs)	Divisional Engineer /Operation/Zone-II Rammurthy Panthulupeta, Kancharapalem, Visakhapatnam
4	Zone-III Division (Including Sub-Divisions, Sections, EROs)	Divisional Engineer/ Operation/Zone-III/ Visakhapatnam, Opp.Green Park Hotel, Visakhapatnam
5	Anakapalli Division (Including Sub-Divisions, Sections, EROs)	Divisional Engineer/Operation/ Anakapalli/ Nidanamdhodi /Gavarapalem, Anakapalli
6	Narsipatnam Division (Including Sub-Divisions, Sections, EROs)	Divisional Engineer/Operation/ Narsipatnam/
7	Paderu Division (Including Sub-Divisions, Sections, EROs)	Divisional Engineer / Operation/Paderu

